

Town of Bellefonte  
**Town Meeting Minutes, July 11, 2022**

**Attending:** Scott MacKenzie, Andrew Ritchie, Ross Logan, and Treasurer and Tax Collector Curt Nass

**Not attending:** Brandon Dougherty and Elisa King

**Call to Order:** The meeting was called to order at 7:04 pm

**Minutes to the Previous Meeting:** Andrew made a motion to suspend the reading of the minutes to the August meeting due to a technical issue; Ross seconded, all were in favor.

**Special Guests and Public Comment:** John Cartier, New Castle County Representative made compliments regarding renovations to old Town Hall and presented crime report and code enforcement report. Representative Cartier reported on progress on Weldin property on Philadelphia Pike and Le Parc condominiums on Gov. Printz. Councilman urged action for towns to make resolutions to solicit state and county to take action. He also mentioned a News Journal article on Gulftainer and Edgemoor port expansion.

**Board of Adjustments:** No report

**Planning Commission:** Report submitted by Kathy McDonough; no meeting in July. Application review meeting for 505 Marion week of 7/11. Working on final draft of land use code to have in final form for August Board meeting.

**Treasurer's Report:** Curt Nass presented the Financial Report for June (attached) and a monthly progress budget report for Commission review. Andrew made a motion to accept the Treasurer's report, Ross seconded, all were in favor.

**Tax Collector's Report:** Curt Nass provided tax collector's report. No changes. ARPA status reported.

**Old Business/President's Report/Correspondence**

- Street repaving, no update
- Town Hall renovations/Park Improvements; completed, no invoice received
- Location located for camera; Ross to make recommendation for security system (fire, security)
- Historic Marker Dedication, no update. Recognize on Bellefonte Day
- ARPA advertising, no invoice, Scott attending 7/12 meeting
- No progress on annexation committee, Scott had conversation with Seth, will receive guidance on annexation
- Lamp posts on Brandywine Blvd., bill received by Delmarva.
- No progress on relining of town parking lot; Scott will contact other providers

**Public Comments:** None

**New Business:**

- ARPA-Scott made a motion to approve up to \$2,400 for a subcontractor Sue Walton for Shops of Bellefonte website management, Ross seconded; all were in favor.
- Scott made a motion to approve up to \$5,000 for town picnic; Andrew seconded, all were in favor. Picnic will be held on October 8, 2022.

**July 2022 Bills**

<b>Payee</b>	<b>Description</b>	<b>Amount</b>
Delmarva Power	Streetlights	\$1,661.28
Delmarva Power	Town Hall	\$181.96
Delmarva Power	Town Hall Annex	\$62.30
Delmarva Power	Special billing, 18 lampposts on Brandywine	\$16,358.00

Comcast	Phone & internet service	*Up to \$240.00
GFL Environmental	Monthly trash/recycling – July	*\$10,851.00
Parkowski, Guerke, et al	June legal services	\$60.00
Will Merlo	Town Hall Cleaning	\$100.00
Will Merlo	Summer banner hanging	\$100.00
Andrew Geroski	Summer banner design services	\$975.00
Visual Arts	12 summer banners	\$456.00
Penny Hill Landscaping	June Service	*\$750.75
Penny Hill Landscaping	Mulch replacement – additional service	\$320.00
Scott MacKenzie	Reimbursement for town hall equipment, renovation supplies, etc.	\$870.24
Scott MacKenzie	June meeting food	\$41.00
Anderson & Catania	Treasurer’s bond (\$570 minus \$60 credit)	\$510.00
Curt Nass	\$253.56 for postage, envelopes and printing	\$264.89
	\$11.33 for renovations supplies	
<b><u>ARPA payments</u></b>		
INCdellini LLC	August payment – digital marketing	\$3,355.00

\*no bill

Scott made a motion to pay the bills, Andrew seconded, all were in favor.

Correspondence

- USPS from NCC Code Enforcement – confirmation of complaint re: drainage from apartment building
- USPS from DelDOT – confirmation of MSAF award of \$9,813.18 to town.
- USPS from ACORD – liability insurance from Servicemark (installer of boiler system)
- USPS from NCC – quarterly assessment update

**Announcements:**

- Next Planning Commission/Zoning Review Board meets on every Monday at 7 pm when they have an application. Planning Commission Meeting on August 1, 2022 at 7 pm
- Next Town of Bellefonte Commission meeting, August 8, 2022, at 7 pm
- A motion to adjourn the meeting was made at 8:27 pm without objection

Submitted by:

\_\_\_\_\_(Signature copy on file)\_\_\_\_\_  
Andrew Ritchie

\_\_\_\_\_ 8-8-22 \_\_\_\_\_  
Approved:

7/11/2022

**Town of Bellefonte  
Monthly Treasurers Report  
June 2022**

	Town Account (774)	MSAF Account (782)	Property Transfer Account (445)	ARPA Account (693)	Total of Town Accounts	June 2021
<b>Balance 6/1/2022</b>	\$76,998.90	\$5.00	\$220,379.09	\$12,274.46	\$309,657.45	\$273,169.90
<b>Receipts</b>						
ARPA Funding				\$110,841.42	\$110,841.42	
Town Taxes	\$240.00				\$240.00	
Energy Credits	\$92.90				\$92.90	
<b>Total Receipts</b>	\$332.90	\$0.00	\$0.00	\$110,841.42	\$111,174.32	
<b>Disbursements</b>						
GFL - Trash Collection			\$10,851.00		\$10,851.00	
Comcast Cable (Bal )	\$225.77	Online			\$225.77	
Delmarva - TH Gas & Electric	\$60.66	Online			\$60.66	
Delmarva - Annex Gas	\$93.88	Online			\$93.88	
Delmarva - Town Street Lights	\$1,638.26	Online			\$1,638.26	
Reimburse - S.MacKenzie - TH Equipment/Food	\$1,598.40				\$1,598.40	
Stipends						
Scott MacKenzie, President	\$554.10				\$554.10	
Andrew Ritchie, Secretary	\$761.89				\$761.89	
Elisa King, Commissioner	\$461.75				\$461.75	
Dave Brenner, Treasurer	\$1,108.20				\$1,108.20	
Brandon Dougherty, Commissioner	\$507.93				\$507.93	
Kathy MacDonough	\$507.93				\$507.93	
Frank Holodick	\$369.40				\$369.40	
James Paradise	\$507.93				\$507.93	
Andrew Moore	\$507.93				\$507.93	
Steve Kimmel	\$461.75				\$461.75	
Richard Mulhern/Handrail Repairs	\$50.00				\$50.00	
Will Merlo-Maintenance	\$200.00				\$200.00	
Suez/Veolia Water	\$15.24				\$15.24	
Ziggy Flooring	\$2,013.50				\$2,013.50	
A-1 Sanitation/Bellefonte Arts Festival	\$500.00				\$500.00	
Penny Hill Landscaping	\$750.75				\$750.75	
The News Journal/Public Notices	\$58.74				\$58.74	
Parkowski, Guerke, & Swayze	\$205.00				\$205.00	
Bank Analysis Fees	\$1.48				\$1.48	
INCdellini, LLC				\$3,155.00	\$3,155.00	
Curt Nass/ARPA Administration				\$923.50	\$923.50	
<b>Total Disbursements</b>	\$13,160.49	\$0.00	\$10,851.00	\$4,078.50	\$28,089.99	
<b>Ending Balance 6/30/2022</b>	\$64,171.31	\$5.00	\$209,528.09	\$119,037.38	\$392,741.78	\$377,431.44

Curt A. Nass, Treasurer/Tax Collector

June Properties: